

## **FORKLIFT CERTIFICATION**

Those wishing to obtain a forklift license and don't have a unit Master Driver to go to should do the following:

1. Go the <http://www.free-training.com/osha/forklift/forkmenu.htm> and take the online course. To do this you must:
2. Print out the certificate or test results. If unable to do so, present a memorandum signed by an E-7/GS-7 and above confirming the completion of the course.
3. Present one of the two documents to Driver's Testing IOT take the written examination. Exam will be taken at the same time regular testing is offered, Monday-Friday at 0900 hrs.
4. Upon successful completion of the written exam (must score 46 out of 50), participant will be given a packet containing the following:
  - a. Web-based forklift course certificate or memorandum.
  - b. Accident Avoidance course certificate (previously taken)
  - c. Written Examination results
  - d. DA 348 with DTS annotation for passing exam in Section 3
  - e. OF 346
5. The participant will then be directed to TMP #3 and schedule an appointment with Kevin Aitchison, DSN 634-6916, for hands-on training/road test. The duration of the training/road test will differ depending on the size of the forklift.
6. Upon successful completion, Mr. Aitchison will annotate the qualification on the DA 348 (Section 1) and OF 346.
7. Participant will then return to Driver's Testing with the signed forms IOT document the certification for DTS' records.

NOTE: If participant has a Unit Master Driver as identified by the Unit Commander, the Master Driver can coordinate with TMP #3 to sign out a forklift for the hands on training/road test.

The following materials are mandatory prior to training.

1. USASETAF Driver's License (US Personnel)
2. Accident Avoidance Course certificate
3. DA 348
4. OF 346 (issued in SETAF)